

Division for the Visually Impaired
Business Enterprise Program (BEP), Blind Vendors Committee (BVC)

Meeting Minutes 10/26/17

Follow up to the Strategic Planning Meeting

Attendees: Rob Schmidlkofer, Wayne Marsh, Anthony Paolini, Gary Pizzolo, Dr. Debbie Harrington, Deputy Director, Division for the Visually Impaired (DVI), Elisha Jenkins, Director, DVI, Andy Kloepfer, DVI, Romy Mikhail, Olu Ogunsola

I. The Team reviewed the Strategic Plan Report from September 28 & 29, 2017.

- The Team agreed The Rules of Engagement would be adhered to for all meetings.
- The Vision Statement is: to be a consumer driven, progressive, and nationally renowned entrepreneurial program for the blind focused on the needs and desires of the customers.

II. Strategic Plan Assignments:

1. Increase number of vending facilities- Rob Schmidlkofer & Wayne Marsh
2. Increase the number of operators to 10 within next 5 years-Debbie Harrington & Elisha Jenkins
3. Maintain all current operators and increase income to the extent practicable– Elisha Jenkins, Debbie Harrington & Andy Kloepfer
4. Change the Little Randolph-Sheppard Act during the next legislative cycle (Jan – June 2019)- Blind Vendors Committee-Wayne Marsh, Jill Morrison
5. Outreach and Educate the Public in general-Bill DeGraffenreid, Wayne Marsh & Rob Schmidlkofer
6. Modernize Operations-Bill DeGraffenreid, Rob Schmidlkofer, Wayne Marsh
7. Create a system whereby operators are treated as independent entrepreneurs- Wayne Marsh, Romy Mikhail, Andy Kloepfer, Olu Ogunsola

III. Financial Report

- Account -#3: Checking account \$17,225.36, BEP Savings Account \$214,098.08 BEP #2 (run business unassigned locations) account \$7,835.85, BEP account 1 (set aside for the operators, equipment, hardship, vacation, sick time, needed to be voted on) Savings \$56,496.93, BEP account 1 checking \$2,204.03.
- The Division of Management Services handles oversights in the state financial system, one of the accounts, strictly payroll, that comes through is operating at a deficit. Managers send in payments and the account usually runs negative (this is normal), until the end of the Fiscal year when required to make it positive, then a transfer of funds is made. Management Services will contact us monthly when it is negative. Is there a system in place to handle this monthly? Should Management Services continue to have questions, there needs to be more discussions on this because waiting to June may not be acceptable.

- T-Shirts (approximately \$2800.00) are on hold until the Plan is approved and Smyrna Rest Area is discussed. It was determined not to purchase these.

IV. Pension Presentation facilitated by David Craik, Pension Administrator for the State of Delaware

- Title 29 §5501 (I) is the Delaware Code reference that is applicable to the BEP operators, the operators would need to change legislation to be removed from this section.
- Title 29 §5501 (I) Any other provisions of this chapter notwithstanding, the blind and sighted employees of the concession stands which are operated by and under the control of the Bureau for the Visually Impaired, if otherwise qualified under this chapter and regardless of the source from which their respective salaries were heretofore paid, shall be considered in covered employment under this chapter, and the time from which their period of service shall be deemed to have commenced shall be the time when they began their respective service starting in 1948.

V. New Business

- Thursday, November 2, 2017 - is the BEP Open House
- Monday, November 6, 2017 – New BEP trainee to begin on the job training
- Wednesday, November 15, 2017 -Date for new machines at the Smyrna Rest Area to be installed

The next meeting date is Thursday, November 30, 2017

Reminder: There will be no meeting scheduled in December, 2017.

Respectfully submitted by
Michele Hamilton
Administrative Specialist